

WHAT courses should you take?

- Plan to take 4–5 courses per quarter/semester, or 1–3 courses in summer
- Depending on your program, you have the opportunity to take Major, Concentration, Support, and GE courses

HOW to calculate units:

- Semester Units \times 1.5 = Quarter Units (ex. $3 \times 1.5 = 4.5$)
- ECTS Units / 2 \times 1.5 = Quarter Units (ex. $6/2 \times 1.5 = 4.5$)
- **Free Electives:** If you have free elective units to complete, any extra units that are not used to satisfy a class requirement after the conversion will be pushed towards your free electives. In the example above, this means if you took a 3 unit semester class abroad to satisfy a 4 unit GE at Cal Poly, .5 units would be pushed to your free elective requirement.

MAJOR COURSES

- Once you choose your program, check the Study Abroad Pre-Approved List for classes that have already been approved to substitute for Cal Poly business requirements. If the course descriptions match, you do not need to submit a Major/Support/Concentration Substitution Petition form for the approved requirement.
- If the class is not listed on the Study Abroad Pre-Approved List, you must schedule an appointment with an Orfalea Peer Advisor to fill out a course substitution form.

COMMON MAJOR COURSES ABROAD

Business Administration

- International Business Course
- Economics Upper Division Elective (300 level)
- Technology Management Course (ITP Requirement)
- Concentration Electives

Economics

- Concentration Electives
- General Economics Concentration Courses
- Economics Elective (300-400 Level)
 - 300 level is a lot more common than 400 level

Industrial Technology and Packaging

- Industrial Technology Approved Electives
- Packaging Approved Electives

MAJOR PRE-APPROVED STUDY ABROAD LIST

GE COURSES

- Common GE's you can take abroad:
 - C1, C2, C3, C4, C-Elective
 - D2, D3, D5
- Many language classes are pre-approved for area C1, C2, or C-elective
- The GE Pre-Approved List can be found below
- If the class you want to take is not listed on the GE Pre-Approved List, you must schedule an appointment with the International Center to discuss other potential options.

[GE PRE-APPROVED LIST](#)

How to Earn GE Credit on Study Abroad

COURSE SUBSTITUTIONS

If there is a course you would like to take that is not on the pre-approved list above, you will need to submit a course substitution petition.

- Please start the course substitution process immediately after you decide on a program
- The process can take over **one quarter** and should be **completed prior to departure**.
- If you have questions about which classes to take abroad or which classes will substitute, please make an appointment with a Study Abroad Peer Advisor at Orfalea Student Services.

COURSE DESCRIPTIONS

- Course descriptions are required for each course you submit a substitution form for. Please print out course descriptions and bring them with you to your appointment.
 - **Major, Support or Concentration Course:** Bring course description(s) to Orfalea Student Services (Building 03, Room 100) and fill out the Study Abroad Petition for Course Substitution Form.
 - **GE Credit:** Bring the course description to the Cal Poly International Center (Building 52, Room E32) and fill out a Study Abroad GE Substitution Petition Form